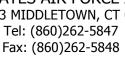


HEADQUARTERS

CIVIL AIR PATROL CONNECTICUT WING UNITED STATES AIR FORCE AUXILIARY PO BOX 1233 MIDDLETOWN, CT 06457-1233





1 November 2011

MEMORANDUM FOR: ALL CTWG UNIT COMMANDERS, VEHICLE

DRIVERS/ALL CONNECTICUT CIVIL AIR PATROL

MEMBERS

FROM: CTWG/CC

SUBJECT: POLICY ON SMOKING IN CAP-OWNED VEHICLES

The Connecticut Wing (CTWG) of the Civil Air Patrol has instituted a Policy of NO SMOKING at any time, in any CTWG CAP-owned vehicle. This policy includes but is not limited to cigarettes, cigars and pipes. This policy is for any time a CAP vehicle is used with no difference if cadets are present or not. All CTWG vehicles will have no cigarette lighters and ashtrays. If the ashtrays cannot be removed, then a NO SMOKING sticker must be placed over the ashtray to seal it closed. All vehicles will be periodically inspected to check for compliance. All Connecticut Wing vehicles are designated non-smoking.

//signed//

CASSANDRA B. HUCHKO, Colonel, CAP Commander

Dist:
NER/CC
CTWG/CS
CTWG/CV
ALL CAP VEHICLE LOG BOOKS

Certified 1 November 2011, Col Cassandra Huchko, CC